



DELAINE EASTIN
State Superintendent of Public Instruction

**CALIFORNIA
DEPARTMENT
OF
EDUCATION**

1430 N Street

P. O. Box 944272

Sacramento, CA

94244-2720

DATE: December 20, 2002

TO: New Nonpublic Agency Applicants

FROM: Alice D. Parker, Ed.D.
Assistant Superintendent of Public Instruction
Director, Special Education

SUBJECT: 2003 Application for Certification of a New Nonpublic, Nonsectarian Agency (NPA)

The enclosed application forms and supplemental information, are required by agencies, who wish to apply for certification to service individuals with exceptional needs under *Education Code* (EC) sections 56365 and 56366. New applications will be accepted throughout the year unless your agency falls under the requirements of EC 56366.1(i).

The 2003 New Application packet consists of:

1. General Information
2. Application Instructions
3. Application Forms
4. Required Supplemental Information

Applicants must complete and submit all application forms and required supplemental information in order to be considered for certification. Failure to do so could result in denial of the application.

It is strongly recommended that the *California Code of Regulations, Title 5, Division 1, Chapter 3, Subchapter 1*, be reviewed for qualification standards required for nonpublic, nonsectarian, agencies. The regulations are also available on our website: <http://www.cde.ca.gov/spbranch/sed>.

Send the completed application forms, supplemental information, and certification fee to one of the addresses below. Please retain a copy of your application for your files.

Mailing address for USPS regular mail and overnight Express Mail:

California Department of Education
Special Education Division
Office of Nonpublic Schools and Agencies
P.O. Box 1738
Sacramento, CA 95812-1738

Physical address for UPS, FedEx, etc., and overnight mail/packages:

California Department of Education
Special Education Division
Office of Nonpublic Schools and Agencies
428 J Street, Suite 500
Sacramento, CA 95814

We wish you success in your work with students with disabilities. If you have any questions regarding nonpublic, nonsectarian agency certification, please contact the Office of Nonpublic Schools and Agencies at (916) 327-0141.